ALFEBA
PROCESSING SOLUTIONS

SEQUOIA MOSAIC 3000: INTERNET-ACQUIRING PLATFORM

Merchant registration data export format

User's manual

Version 1.0

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Content

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Chapter 1. About the document

This chapter contains the next sections:

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1.1. Purpose of the document

This document describes the format of export of the Merchant registration data from the SM 3000 Internet-acquiring platform. This document was prepared for users of the SM 3000 Internet-acquiring platform.

1.2. How to use this manual

The manual is designed to explicate the process and the Merchant registration data export file structure.

The terms, abbreviations and useful references to other documents about the SM 3000 system are provided at the final part of the document.

Terms and Abbreviations - A glossary of terms commonly used in the card processing and electronic funds transfer industry.

1.3. Classification

This document has been classified as External.

1.4. Document sheet

200112

1.5. Document contacts

In the case of questions or proposals about information presented in this document, you can contact Alfeba's Documentation Division by email doc@alfeba.com, by phone +598 2 208 31 42 or by mail, using the address: Av. Agraciada 2770, Montevideo, 11823, Uruguay.

1.6. Document history

Version	Date	Modification	Notes	Authors
1.0	17.04.2019	-	Init. Version	Natalia Bogorodskaya
2.0	29.04.2020	Sec. 3.2. revised	Rev.	Natalia Bogorodskaya

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Chapter 2.   The merchant registration data export

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2.1. General information

In this chapter we describe the process and the Merchant registration file export format from the Sequoia Mosaic 3000 Internet-acquiring platform [SM3000 IAP].

2.2. The data export scheme

The merchant registration data can be exported both after the new merchant registration and the existent merchant, registered with the SM3000 IAP before.

Picture 2.2.0.1. The merchant registration data export process

The system has the possibility to export:

- the new merchant registration data to inform an external processing system about the process executed and

- the current registration data, registered with the SM3000 IAP before, to update the previously exported data.

Both options are used to maintain the actualized merchant registration data with an external processing system.

2.3. The data export process

As it showed in the Picture 2.2.0.1., the SM3000 IAP user has to login into the system with his own Username and Password, assigned previously:
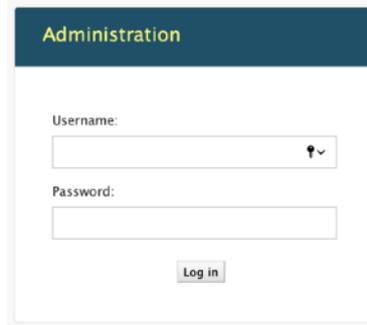
After the enter to the system the main page with the menu above will be shown:
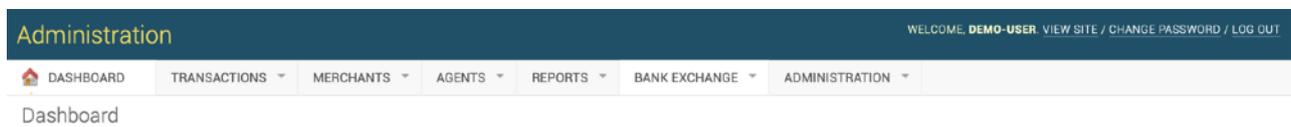
From the MERCHANTS menu you should choose the Merchants item:
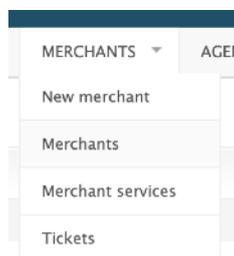
When the Merchants item is selected, a page with a list of registered merchants opens:
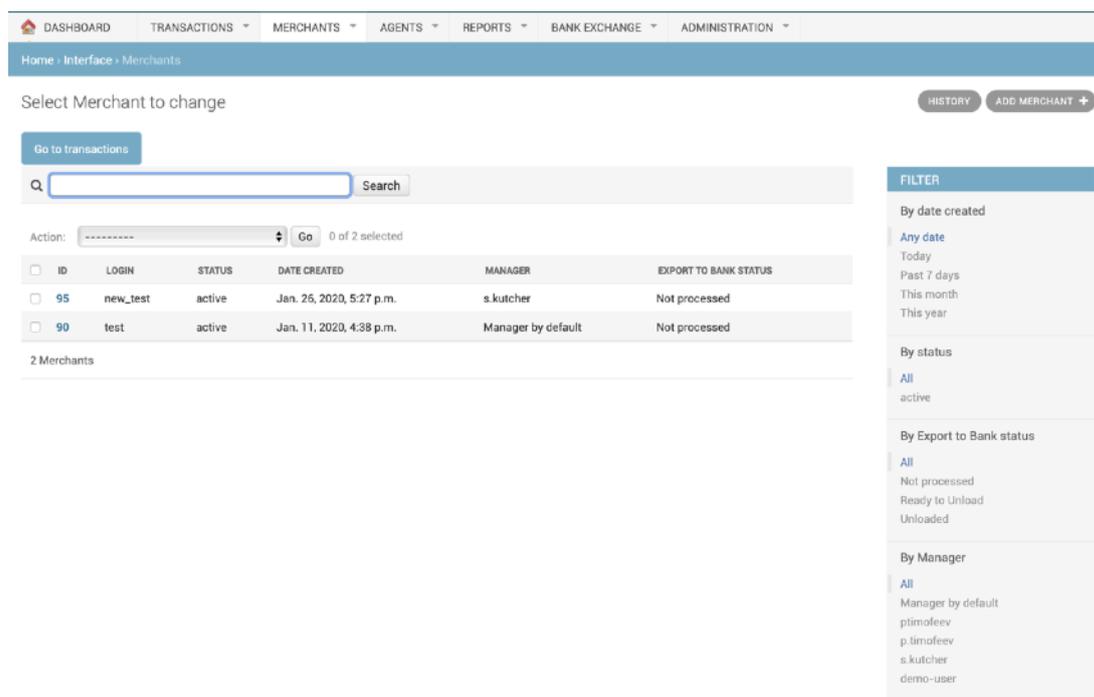
The fields, located in the page are described in the table 2.3.0.0.

Table 2.3.0.0. The Merchants page fields description

Field name	Field format	Data format	Description
Go to transactions	Button	Link	Opens to the Transactions page
Search	Editable with a button	Text and numeric	Searches merchant, based on the text inputed
History	Button	Link	Opens the page with a Merchant's transactions history
Add merchant	Button	Link	Opens the page to create a new merchant
Action	Logical with a button	Text	Chose of the possible operations with a Merchant profile
ID	Active link	Link	Opens the Merchant profile
Login	Text	Text	Shows the Login name of the Merchant
Status	Text	Text	Shows the current status of the Merchant
Date created	Date	Date	Shows the date of the Merchant profile creation
Export to Bank status	Text	Text	Shows the Status of the Merchant profile exportation to the external system through the TXT file, created with the FTP server
Manager	Text	Text	Shows the manager, responsible for the Merchant accounting
By date created	Filter	Text	Filters the Merchant profiles by date of its creation
By status	Filter	Text	Filters the Merchant profiles by the current status
By export to Bank status	Filter	Text	Filters the Merchant profiles by the status of its export to the external system
By manager	Filter	Text	Filters the Merchant profiles by manager, responsible for the Merchant accounting

If merchants were created recently they will be marked **Not processed** in the column Export status. The available statuses of the Merchant data export are defined in the Table 2.3.0.1.

!   Before the exportation is started it is necessary to check the availability of the Merchant service for the Merchant. If the Merchant service wasn't filled, the Merchant data will not be uploaded. This is because the Merchant service contains the MCC and Merchant Account ID parameters, needed for the export process into the external system.

To check the Merchant service availability you should go to the **Merchant service** page of the **MERCHANTS** menu.

ISO   The Merchant exportation process is developed in accordance to the ISO QMS standards. It means, that each action with the data in the system must be checked with a 4 eyes principle.

Table 2.3.0.1. The Merchant export statuses

Export status	Description	Result
Not processed	The operation is waiting for the export initiation by the user	The data is saved with the system
Ready to unload	The operation is waiting for the authorization by the administrator	The data is prepared for the export file creation
Unloaded	The file was created in the FTP server directory, created by the Administrator before	The data is saved in the export file, created in the FTP directory

The Merchant registration data export process is divided into the two steps as it shown in the Picture 2.3.0.0.:

- Data preparation to unload with a final status Ready to download from the Select merchant to change list or Change merchant item page by the Operator and

- File upload with a FTP server with a final status Unloaded by the Administrator.

Picture 2.3.0.0. The merchant data unload process

STEP 1
Merchant data
export preparation

STEP 2
Merchant Data
Unload

Before the export process the Status of the Item is Not processed always. The Merchant data can be exported by the list or by the item.

2.4. The merchant data export by list

To export the merchant data by the list you should mark the necessary merchants to export on the page **Select merchant to change** from the **MERCHANTS** menu:
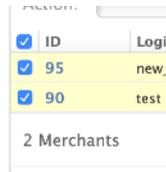
then choose the Action **Export the marked item**:
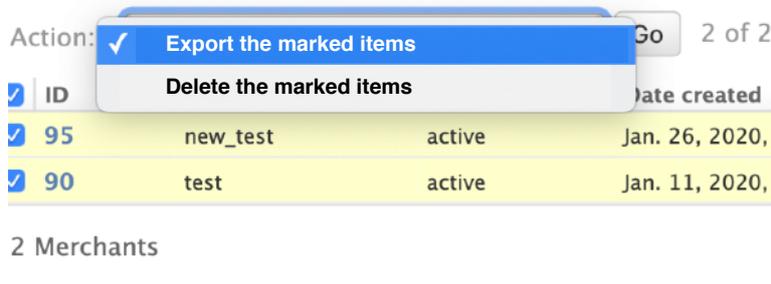
And press the **Go** button:

The data showed in the page will be stored with the system as **Ready to unload**:
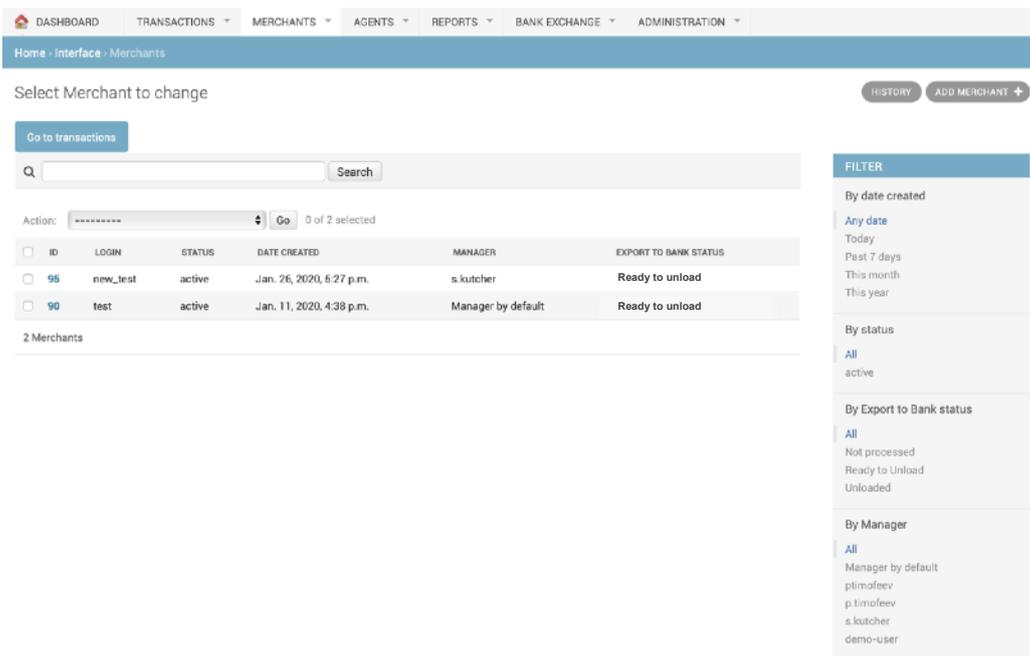
To continue the Merchant data export the Administrator has to authorize the operation to Unload the file into the FTP directory.

2.5. The merchant data export by item

To export the Merchant data by the item you should choose the Merchant to export the data and press the ID number as it's shown below:

Opens the Merchant data change page:
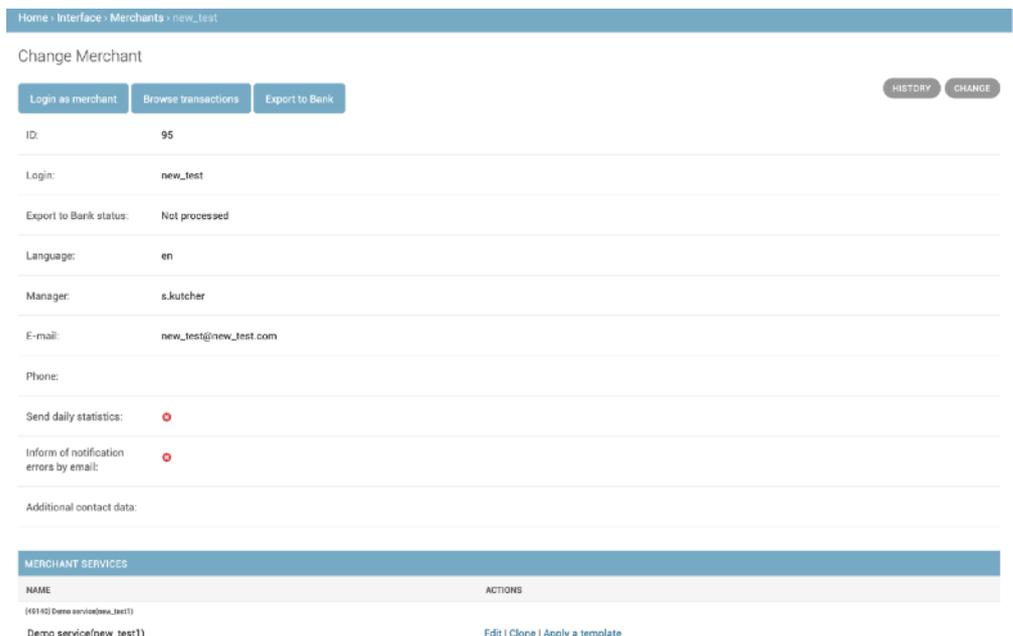
To export the merchant data you should press the Export to Bank button on the page:

To continue the Merchant data export the Administrator has to authorize the operation to Unload the file into the FTP directory.

2.6. Authorization of the Merchant data export operation

To create the Merchant data export file and to store it in the FTP Directory the special operation execution will be needed.

To make the authorization mentioned above you need to open the BANK menu from the principal menu of the system:
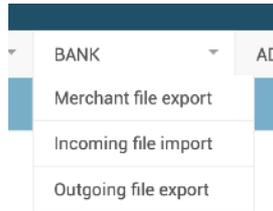
To authorize the Merchant file export operation to create and save the file in the FTP directory you have to choose the **Merchant file export** from the menu.

The Merchant file export authorization page will be opened:
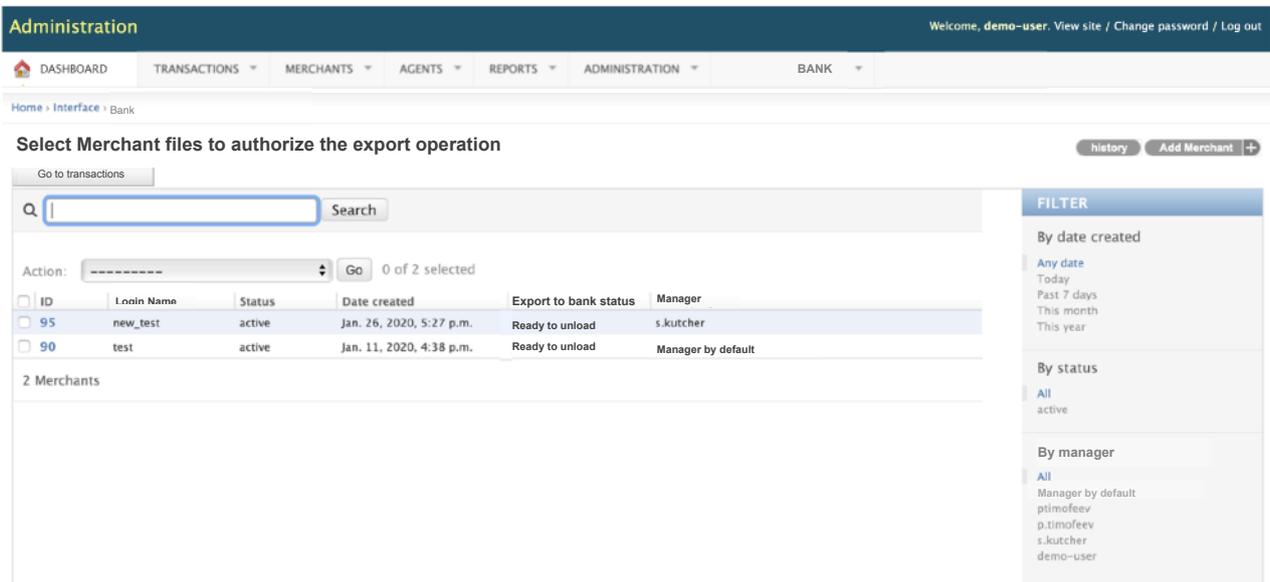
To authorize the file export you need to mark the needed file:

to choose the operation Authorize the marked items from the Actions list:

and press the **Go** button:

The file with the Merchant registration profile will be created in the FTP directory with the FTP Server. The data showed in the page will be stored with the system as **Unload**:

The declined operations are saved with the system, showed on the page with the same status and stored in the log. The Declined status doesn't mean that the Merchant information was deleted or changed. In the case of Decline the export file will not be created or stored in the FTP directory. The status of the Merchant on the Merchants page will be backed to Not processed.

Chapter 3. Attachments

This chapter contains the next sections:

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3.1. Terms and abbreviations

To be inclosed

3.2. External documents references

This document doesn't have any external reference.

3.3. The Merchant data file (report) structure

3.3.1. The Merchant data file (report) format

! The FTP directory is a part of the security measures, and it can be created by your system administrator only.

The export file has its unique name, using the mask: 900105042020.txt

The file name has six digits and the following structure with a description in the Table 3.3.1.0.:

X	X	X	X	X	X	X	X	X	X	X	X	. TXT
T		NNN			MM		DD			YYYY		

Table 3.3.1.0. The Merchant export file structure fields

No	Field code	Description	Usage
1	T	Numeric data, 1digit	Used to show the Report type (The Merchant data export file type is 9 always)
2	NNNN	Numeric data, 3 digits	Used to show the file index number
3	MM	Numeric data, 2 digits	Used to show the Month of the file was created
4	DD	Numeric data, 2 digits	Used to show the Day of the file was created
5	YYYY	Numeric data, 4 digits	Used to show the Year of the file was created

Example:

900105042020.txt

The export file has 3 types of registers:

- head,
- detail,
- totals.

3.3.2. The head

This record will always be the first line, its data will be separated by means of the pipe character "|", and are the following:

• Position of Terminal type (Position No 3 of the Table 3.3.3.0.) - Fixed data

Example:

009

3.3.3. The detail

These records are the ones that make up the detail of the data that the external processing system must process for the Clearing and Settlement with a payment system. Each record has a number of fixed fields, separated by the pipe character "|", those that are not mandatory and the platform operator is not going to put information must be represented with a blank space.

Example:

7569365|000001|009|…
7569366|000001|009|…
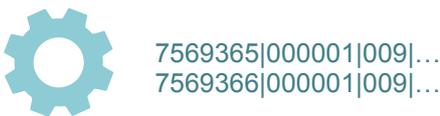
The fields are shown in the Table 3.3.3.0.

Table 3.3.2.0. The Merchants page fields description-1

No	Field name	Data type	Nullable	Description
1	MERCH_ID	VARCHAR2(15 BYTE)	No	Merchant Account Number
2	STORE_ID	VARCHAR2(6 BYTE)	Yes	Store Number
3	T_TYPE	NUMBER(3,0)	Yes	Terminal type
4	ACQ_INSTITUTION	NUMBER(12,0)	No	Acquirer code
5	MERCH_NAME	VARCHAR2(40 BYTE)	No	Merchant name
6	ADDR1	VARCHAR2(40 BYTE)	Yes	Merchant Address first line
7	ADDR2	VARCHAR2(65 BYTE)	Yes	Merchant Address second line
8	MERCH_CITY_CODE	VARCHAR2(5 BYTE)	Yes	Merchant city code
9	MERCH_CTRY_CODE	VARCHAR2(3 BYTE)	Yes	Merchant country code
10	MERCH_POST_CODE	VARCHAR2(6 BYTE)	Yes	Merchant postal code
11	ACCT_NO	VARCHAR2(24 BYTE)	Yes	Merchant Account number with an Accounting system
12	PHONE1	VARCHAR2(15 BYTE)	Yes	Merchant celular number
13	PHONE2	VARCHAR2(15 BYTE)	Yes	Merchant office number
14	PHONE3	VARCHAR2(15 BYTE)	Yes	Merchant home (private) number
15	STTL_METH	NUMBER(2,0)	Yes	Settlement methode code

No	Field name	Data type	Nullable	Description
16	ID_COMPANY	VARCHAR2(15 CHAR)	No	Merchant's Company ID
17	BRANCH_ID	NUMBER	No	Merchant branch (Service) number
18	DATE_CREATED	DATE	Yes	Merchant entry creation date
19	MERCH_CAT	NUMBER(6,0)	No	Merchant Category Code
20	T_CURRENCY	NUMBER(3,0)	No	Numeric currency code of the terminal of the Merchant (ISO base)

3.3.4. The totals

This record will always be the first line, its data will be separated by means of the pipe character "|", and are the following:

- The total number of the merchants on Details

These lines are always the last. All data must be separated by the pipe character "|".

Example:

#2

3.3.5. Merchant data export file examples


```
009
7569365|000001|009|…
7569366|000001|009|…
#2
```

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